

Date: Wednesday, September 8, 2004
 Member Present: D. Batsie, R. Chase, S. Latulippe, P. Marcolini (Chairman), R. Petrie, S. Stewart-Dore, B. Zito
 Absent: M. Barter, K. Bates, D. Boucher, J. Caron, B. Chamberlin, D. Cornelio, B. Davis, L. Delano, S. Diaz, D. Gilman, D. Palladino, P. Plumer, K. Pomelow, D. Russell, J. Wellman
 Guests:
 Timekeeper:
 Scribe: D. Corning
 Meeting Opened at: 0915

TOPIC	DISCUSSION/ACTIONS TAKEN	FUTURE ACTION
1. Introductions	1. No introductions were necessary.	1. No action items necessary.
2. Ratification of Minutes	2. Motion: To accept the June 9 minutes as presented. (Batsie/Petrie) Passed	2. No action items necessary.
3. Staff Report	<p>3. The following pertinent topics from the Operations Committee meeting were reviewed:</p> <ul style="list-style-type: none"> ✓ AED Grant – Maine will once again be receiving money to purchase AED's, which will be distributed through the regions. ✓ EMS Assessment – The assessment has been completed and the report can be found on the Maine EMS website. Stakeholders are encouraged to read the assessment and send comments to Jay. ✓ The final draft of the protocols has been completed and is going back to the MDPB for a final review. Following their review, the Operations Team will look at implementation issues and establish an effective date for the new protocols. ✓ John Bastin is our new Emergency Preparedness Coordinator. John is currently a full time PA-C in the Navy stationed in Brunswick, and also works part time as a PA-C at Central Maine Medical Center. John will be retiring from the Navy in a little under a year, and until then will be working 20 hours per week for Maine EMS. Some of his time will be on nights and weekends so he can get out to meet others as well as provide some training programs. John is also an AHLS Instructor and was involved in teaching the class held a couple weeks ago. 	3. No action items necessary.

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4. Old Business
- a. Domestic Assault Recognition Training
 - b. Develop an I/C Ethics Statement
 - c. CBO's
 - d. Airway Module
5. New Business:
- a. ALS Refresher Contents

Meeting adjourned at 10:20.

- 4.
- a. The Committee reviewed the updated PowerPoint material and compared the changes with the recommendations we had made. It was decided to invite Kate Faragher to our October meeting (she was not available for today's meeting) to discuss final suggestions and plan an implementation strategy.
 - b. Dan Palladino and Liz Delano were unable to attend the meeting today and requested that if possible this item be tabled until October.
 - c. The committee discussed the recommendations from the Operations Team, and only had issue with one item. In the Field Preceptor Requirements II.A. the Ops Team recommended adding "as demonstrated by no current investigation or Q.I. issues at the service, regional, or state level" to the end of the current sentence, so it would read "The preceptor will be licensed/certified/registered at or above the licensure level that the student is pursuing, and will be in good standing, as demonstrated by no current investigation or Q.I. issues at the service, regional, or state level." The committee discussed the fact that currently information regarding investigations or Q.I. issues may not be available to a service or educational program that is selecting preceptors, so has added the wording "as reportable" to the end of the sentence. The sentence will now read "The preceptor will be licensed/certified/registered at or above the licensure level that the student is pursuing, and will be in good standing, as demonstrated by no current investigation or Q.I. issues at the service, regional, or state level, as reportable."
 - d. Dr Diaz and the MDPB will be asked to redefine the scope of this project and clarify what is allowable for skills, and the Education Committee will develop a program to meet those needs.
- 5.
- a. Liz Delano was unable to attend today's meeting to speak on this topic so it was tabled until the October meeting.
- Next Meeting: October 13, 2004.**

- 4.
- a. **Dwight** to invite Kate Faragher to our October meeting.
 - b. **Dwight** to add to October agenda.
 - c. **Dwight** to prepare the final version and send it to the Board
 - d. **Paul & Rick** to meet with Dr, Diaz and Dr. Ettinger.
- 5.
- a. No action items necessary.